



KENTUCKY REGISTERED SANITARIAN EXAMINING COMMITTEE

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Matt Rhodes, R.S.
Committee Chair

Kentucky Registered Sanitarian Examining Committee Meeting Minutes September 6 – September 7, 2017 Carter Caves State Resort Park

September 6

Matt Rhodes called the meeting to order at 1:00pm EST.

Attendees for the meeting included: Matt Rhodes, Juli Conner, Jeffrey Cornett, William Gene Thomas, Rebecca Gillis, and Daniel Owens.

The Committee reviewed the June 22 – June 23, 2017 meeting minutes for final approval. Rebecca and Matt noted minor edits needed. Gene made a motion to accept the edited minutes once minor edits finalized. Juli seconded the motion. The motion was approved 4 to 0. The Committee agreed that publishing the minutes to the public domain unnecessary as long as minutes are accessible.

The Chairman introduced to the Committee a budget template to utilize moving forward and the Executive Secretary shared budget documents drafted for the Committee's review. Lengthy discussions ensued regarding the history of the Registered Sanitarian budget and having a budget report specifically for the Registered Sanitarrians. The Chairman noted with the surplus, increasing the fee would face some difficulty; however, the Registered Sanitarian renewal fee has not increased since 1992. The Committee moved discussions to prepare how to allocate and most effectively utilize the increase in renewal fees, and how to prevent a buildup in the reserve cash balance; an example included increasing the Honorarium from \$2,000 to \$4,000. Due to the renewal fee changes needing to be included in the regulations, the fee changes are pending approval of the updated regulations. Becky added the Commissioner had approved for a full-time regulation writer. The Committee tasked the Executive Secretary with completing the budget template and presenting to the Committee at each quarterly meeting moving forward.

The Committee followed-up discussions regarding the nationally standardized NEHA exam follow-up and the Registered Sanitarian application from previous discussions at quarterly meetings. The Chairman had disbursed 902 KAR 10:030 with the edits from Laura Begin for review. Lengthy conversations ensued regarding who receives the fees, the test only being Kentucky certified, contracting with NEHA. The Committee requested an example contract from NEHA issued to another state for their review. Matt noted he would reach out to TJay Gerber for an example contract from NEHA and follow-up with the Committee. The Committee noted a conference call with NEHA would be effective. Matt reached out to a NEHA representative to attempt to schedule the requested conference call. Matt added he anticipates the implementation of the updated modifications to the regulations completed by July 1, fiscal year 2019.

To Protect and Promote the Public's Health by Ensuring a Sanitary, Safe and Healthy Environment to Live and Prosper



The Committee moved to discussions centered on pre-approved and not pre-approved Registered Sanitarian continuing education courses for review and discussion. The Executive Secretary distributed a table charting course titles, requestor, approved continuing education hours, and other information for both pre-approved and not pre-approved courses. Lengthy discussions ensued regarding a course related to environmental preparedness. Juli made a motion to approve all of the courses. Jeffrey seconded the motion. All in favor, motion passes 4-0. Discussions moved to the update of the "Protocols for Acquiring Registered Sanitarian Continuing Education Hours". The Executive Secretary proposed some edits to the document and the Committee agreed and noted some necessary edits. The Committee tasked the Executive Secretary with updating the form.

The Committee moved to discussions centered on Registered Sanitarians whom have not satisfied their renewal fee and/or annual continuing education requirement. The Committee agreed a Final Notice delivered to those Registered Sanitarians via certified Mail. Jeffrey made a motion for the Executive Secretary to send the Final Notices. Juli seconded the motion. All in favor, motion passed 4-0. Certified letters will go out in late September. The Committee will review the delinquencies at the next quarterly meeting in December.

The Committee moved to an open discussion regarding Registered Sanitarian matters. Topics discussed during the open forum included: Retention of Environmentalists, current registered sanitarians throughout Kentucky, upcoming legislation and Kentucky Retirement System.

The meeting adjourned at 4:34pm EST until the following day, September 7.

September 7

Matt Rhodes called the meeting to order at 8:00am EST.

Attendees for the meeting included: Matt Rhodes, Juli Conner, Jeffrey Cornett, William Gene Thomas, Rebecca Gillis, and Daniel Owens.

Matt and Juli tabulated the submitted votes for Region C and Region D. With the most votes (8) for Region C, Jeffrey Cornett was reaffirmed by the Committee 3-0, pending approval from the Secretary of the Cabinet. Region D had two candidates with the top votes (3): William Gene Thomas, and Matthew Yarnall. The Committee voted 3-0 breaking the tie, reaffirming Gene to the Committee, pending approval from the Secretary of the Cabinet. The Secretary-Cabinet Representative and Executive Secretary verified all votes.

The Committee reviewed the folders and pass/fail spreadsheets of the individual that had taken the Registered Sanitarian exam since the last quarterly meeting. Juli made a motion to accept the new Registered Sanitarian who recently passed their exam: Jacob Cook, Gene seconded the motion. All in favor, motion passes 4-0.

The Committee decided that Barren River Lake State Resort Park would be the location for the next quarterly meeting in December. The dates the Committee selected for the meeting were December 14-15 (1st option), or November 30 – December 1 (2nd option).

The meeting adjourned until the next quarterly meeting at 9:45am EST.